

City of Winsted  
City Council Work Session  
Lewis Room  
March 6, 2012  
5:00 p.m.

Present: Mayor Steve Stotko  
Council Member Tom Ollig  
Council Member Bonnie Quast  
Council Member Dave Mochinski  
Council Member George Schulenberg

Staff Present: Brad Martens, City Administrator  
Deb Boelter, City Clerk-Treasurer

### **I. Call to Order**

Mayor Stotko called the meeting to order at 5:00 p.m.

### **II. 2012 Pavement Management Improvement Plan**

Mr. Martens gave a brief overview of the information he will be presenting at the Regular City Council meeting regarding the 2012 Pavement Management Improvement Plan.

Mr. Martens stated that he will be presenting the alternative financing options reviewed and considered by the City Council at their February 29, 2012 Special Work Session. He continued by stating that upon recommendation of the City Council, he will be focusing on the financing option that reduces the assessment percentage from fifty percent (50%) to forty percent (40%) and removes the storm sewer improvements from the assessment.

Mr. Martens also stated that the proposed improvements to the Winsted Volunteer Fire Department's (WVFD) parking lot have been removed from the 2012 Pavement Management Improvement Plan project and will be discussed with the City Council at a future meeting. Council Member Quast asked how the members of the WVFD were going to react to this decision. Mr. Martens stated that he discussed the postponement of the improvements to the parking lot at the WVFD monthly meeting on Monday, March 5, 2012 and they did not have any issues with it.

Mr. Martens stated that the Public Hearing from the February 21, 2012 Regular City Council meeting was closed; however, he recommended allowing residents to speak at tonight's Regular City Council meeting in regards to the proposed project.

Mayor Stotko stated that when Mr. Martens completes his presentation at the Regular City Council meeting, he will invite any residents that would like to speak about the project and/or the proposed financing options to address the City Council.

Mr. Martens stated that since the February 21, 2012 Public Hearing, he did discuss the project with three (3) residents from Westgate and they stated that they were in favor of the City completing the improvements.

### **III. Holy Trinity Agreement – Winstock Country Music Festival**

Mr. Martens stated that the proposed agreement between the City of Winsted and the Church of the Holy Trinity for emergency services and services provided by the City of Winsted during the 2012 Winstock Country Music Festival is on the Consent Agenda and contains the information the City Council discussed regarding:

- The \$500 fee for the emergency services provided by the WVFD.
- Reimbursement to the City of Winsted for Police Chief Henrich's overtime paid for his time spent working at the Winstock Country Music Festival.

- Allowing the WVFD's Relief Association to conduct their "Spaghetti Dinner" fundraiser on the Winstock Country Music Festival grounds and the Church of the Holy Trinity waiving the vendor fee.
- The Church of the Holy Trinity is responsible for reimbursing the City of Winsted for any picnic tables that may be damaged during Winstock Country Music Festival.

Mr. Martens stated that the agreement was forwarded to Council Member Ollig, a representative from the Winstock Country Music Festival Committee, to review and they approved of the aforementioned amendments to the agreement.

#### **IV. Hazardous Property – 171 McLeod Avenue West**

Mr. Martens presented a copy of the letter from the City Attorney, Fran Eggert, that was sent to the property owner of the house located at 171 McLeod Avenue West asking her to, "communicate with the undersigned on behalf of the City of Winsted to resolve the issues involved in your damaged property..." "The damaged building (without being repaired or torn down) represents a nuisance and/or a hazardous property as determined by Minnesota State Statutes and Winsted City Code."

Council Member Ollig stated that he contacted Mr. Martens regarding the property at 171 McLeod Avenue West because he was contacted by some of the area residents who are concerned about what steps were being taken to remediate the damaged house.

Mr. Martens gave a brief overview of what steps the City of Winsted has taken to contact the property owner to discuss the remediation of the damaged house.

Mr. Martens presented the next step that the City will be taking.

Council Member Schulenberg asked if it would be appropriate for him to contact the property owner to discuss her plans for the house located at 171 McLeod Avenue West.

Council Member Quast asked if the house has been condemned. Mr. Martens stated no.

Mr. Martens stated that if the property owner decides not to do anything with the damaged house, the City can obtain an Administrative Search Warrant from the McLeod County District Court to inspect the house. Mr. Martens continued by stating that the City's Building Inspector would inspect the house and direct the property owner on what action she would need to take to remediate the damaged house by a certain date. If she would not do what the Building Inspector directed her to do, the City would then do it and she would be responsible for any costs associated with the remediation.

Council Member Mochinski asked what happens if the house is not deemed hazardous. Mr. Martens stated that the house has already been deemed hazardous. It is unlivable.

Council Member Ollig stated that the concern of the area residents is that mice, rats and other vermin will inhabit the house.

Council Member Mochinski asked that if the City is going to invest staff time and/or pay for services provided by the City Attorney, will the City Council take the steps necessary to remediate the damaged house. Mr. Martens stated yes. He continued by stating that at the very least, to keep animals and/or other vermin out, the City would pay to seal the house on the outside so that it looks appealing and assess the property owner for the cost to seal the house.

Mayor Stotko asked what date the City last contacted the property owner. Mr. Martens stated that on November 22, 2011, Police Officer Lammers hand delivered a letter to her.

The City Council discussed and agreed that Council Member Schulenberg should contact the property owner to inquire about what her future plans are for the damaged house.

The City Council directed Mr. Martens to move forward with the process to contact the property owner and require her to remediate the damaged house.

**V. Winsted Municipal Airport and Park Commission Appointments**

Mr. Martens presented the proposed Commission appointments that are listed on the Consent Agenda for approval at the Regular City Council meeting:

1. Ms. Michelle Baird to the Winsted Municipal Airport Commission. Mr. Martens presented her credentials.
2. Ms. Petie Littfin to the Park Commission.

**VI. Minnesota Legislative Conference for Cities, Counties, Schools, and Townships**

Mr. Martens gave a brief overview of the Minnesota Legislative Conference for Cities, Counties, Schools and Townships that is being co-sponsored by the League of Minnesota Cities on March 22, 2012 in St. Paul, Minnesota. He asked the City Council members to contact him if they were interested in attending.

Council Member Mochinski asked Mr. Martens for an update on the proposed bill that some of the legislators were going to prepare and introduce to fund the pavement of the Luce Line State Trail. Mr. Martens gave an update.

Council Member Ollig stated that he would like to see the legislators introduce a bill that provides State funding for mandates; such as, the improvements to the Waste Water Treatment Facility (WWTF).

Council Member Mochinski asked if the City of Winsted could partner with the City of Lester Prairie, Minnesota to use the City of Winsted's WWTF and assist with the costs to upgrade.

The City Council discussed and directed Mr. Martens to contact the City Engineer to determine if the City of Lester Prairie could partner with the City of Winsted's WWTF. Mr. Martens stated that he would contact People Service, Incorporated to ask them if the two (2) cities could partner with the WWTF.

**VII. Other**

**a) Future Industrial Park**

Council Member Quast stated that she has been approached by a City of Winsted business owner regarding the establishment of an Industrial Park in Winsted.

Mr. Martens stated that it was presented to the City Council at a past meeting that it would cost approximately \$15,000 to do a Feasibility Study on the development of another Industrial Park and they decided to not do the Study at this time.

Mayor Stotko asked Mr. Martens if he had been contacted by Clay Montgomery regarding the property he owns adjacent to the Winsted Municipal Airport. Mr. Martens stated no. Mayor Stotko stated that Mr. Montgomery contacted him and would like to discuss the property he owns adjacent to the Winsted Municipal Airport.

Council Member Mochinski asked Council Member Quast if the business owner was interested in purchasing property in an Industrial Park to develop a new business. Council Member Quast stated no. She continued by stating that the business owner uses AZZ Galvanizing, Incorporated and he believes that AZZ Galvanizing, Incorporated has the potential to bring other businesses into the City of Winsted.

Mr. Martens stated that there may be some type of grant funding to help fund a Feasibility Study and he will do some research.

The City Council discussed the remaining lot located in the existing Industrial Park.

Mayor Stotko recommended that Mr. Martens contact Rueben Roos to discuss the possibility of purchasing his property for a future Industrial Park.

Mayor Stotko and Council Member Mochinski stated that if Mr. Martens is able to schedule a meeting with Mr. Roos, they would be interested in attending.

**b) Amended Agenda – Regular City Council Meeting**

Mr. Martens stated the agenda for the Regular City Council meeting has been amended to ask for approval of a conditional offer for two (2) people to become members of the WVFD contingent on the successful completion of a medical examination and alcohol and drug testing.

**c) Pam Fiecke – 125<sup>th</sup> Anniversary Momentous Writing**

Mr. Martens stated that Pam Fiecke has requested to attend a future City Council meeting to donate a 125<sup>th</sup> Anniversary Momentous Writing she has done for the City of Winsted in honor of the City's 125<sup>th</sup> Anniversary.

**d) Julie Guggemos – Winsted Arts Council – Use of Vollmer Room**

Mr. Martens stated that Julie Guggemos, Winsted Arts Council, may be in attendance at the Regular City Council meeting to ask the City Council if their organization can use the Vollmer Room in City Hall to offer classes. Mr. Martens stated that the Arts Council would charge participants to attend the class and according to the Vollmer Room Use Policy they could not use the room then.

Council Member Ollig stated that in establishing the Vollmer Room Use Policy, the City Council agreed that they did not want to take business away from the other facilities in the Winsted Community that have rooms available to rent for this type of activity.

**VIII. Adjourn**

**Council Member Quast motioned to adjourn. Council Member Ollig seconded. Motion carried 5-0.**

The meeting was adjourned at 5:30 p.m.

*Steve Stotko*

Steve Stotko  
Mayor  
City of Winsted

ATTEST:

*Deborah R. Boelter*

Deborah R. Boelter, MCMC  
City Clerk-Treasurer  
City of Winsted